



COVID-19 Health Plan

August 9, 2020

Acacia Academy's Health Plan includes preventative measures, with which we will need everyone's participation. If done effectively, together these should reduce the risk of virus transmission within the school and help us achieve our goal of maintaining **a regular schedule of in-class education**. It also includes procedures we will follow when there is a positive case of COVID-19 among our school community. We need to be prepared for this likelihood, and for everyone to know in advance how it will be handled.

This plan has been guided by resources from the Centers for Disease Control, the Indiana Department of Education, the Governor's Office, Loyola University's "Leading with Hope," Guerin Catholic's Campus reopening plan, and by our own team.

If you have any questions on anything contained in this document, or other aspects of our health plan, we encourage you to contact us. We look forward to welcoming you back on campus in August!

SECTION 1: STAYING HOME WHEN SICK OR AFTER EXPOSURE

The most important thing that we can do to prevent virus transmission among our school community, is to not bring it onto campus in the first place. Students and employees will be expected and asked to stay home in the following situations:

- Test positive for COVID-19
- When exhibiting symptoms associated with COVID-19 (not otherwise explained). Everyone should become familiar with these symptoms, and should establish a daily self-screening process (please see appendix).
 - A fever of 100.4 degrees F or greater
 - Temperature must be measured before/without medication
 - A fever that reduces with medication is still a fever. The infection remains and is still contagious.
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
- After close contact (within 6 feet for 15 minutes or more without appropriate PPE) with persons who have tested positive for COVID-19 or are symptomatic

- After returning from travel to certain locations, as guided by CDC or local public health officials

Even without symptoms, if a student or employee has recently had close contact with a person with a confirmed case of COVID-19, the school must exclude the student or employee from the school building and recommend that they self-quarantine for **14** calendar days.

SCREENING

All students and staff will be required to complete a health assessment before entering the building and will be asked to commit to daily home self-screenings (questionnaire provided by HoCo DOH). We will establish processes for students to receive basic screenings at school by staff when needed. In addition, each person who enters the school will have an infrared temperature reading.

When students or employees who are already at school report symptoms of COVID-19, we will have a designated isolation room and staff member who is trained to respond. Once brought to that location, students' family will be contacted, and an initial screening will be conducted. Students may be picked up at that location, and families will receive guidance on steps to take with health professionals prior to returning to school.

PARTICIPATION IN CLASS FROM HOME

When a student needs to stay home for COVID-related reasons as described above, but is feeling well enough to continue to participate in class, our goal will be for students to keep up with their classwork throughout the time they need to be at home. Makeup lessons and work will be made available, and teachers will schedule remote contact with the students when feasible.

It is important that we provide every incentive we can for students to stay home when needed, whether they are feeling sick, are self-monitoring due to possible exposure, or simply don't feel comfortable with the risk of being in a group setting.

RETURN TO SCHOOL

Families of students who need to stay home for any of the reasons listed above will receive guidance on what they need to do in order to return to school and when. In some cases, this may include a student getting a COVID test or seeing a physician. In others, it may include staying home, isolating and self-monitoring for a defined time period. We will rely upon guidelines from medical professionals and public health officials to make these determinations. Free COVID testing is currently available at 721 W Superior St, Kokomo, IN (appointment recommended - <https://lhi.care/covidtesting>, 888-634-1116).



ISDH guidelines:

COVID-19: When a student, faculty or staff member can return to school



Individual	Symptomatic	No Symptoms
Not Tested with Alternate Explanation (ear or urinary tract infection, etc. as determined by a provider)	May return to school after 24 hours resolution of fever AND note (including email and fax) from provider stating the individual has an alternate diagnosis and the provider believes it's appropriate for the patient to return to school.	N/A
Not Tested Without Alternate Explanation	Must remain home for at least 10 days from the first day symptoms appeared AND 24 hours fever-free without fever-reducing medicine and with improvement of symptoms.	N/A
Tested and Negative	1) If no alternative explanation, <i>isolate</i> for at least 10 days from the first day symptoms appeared AND 24 hours fever-free without fever-reducing medications and with improvement of symptoms. OR 2) The individual can return to school if tested negative AND with a note from the provider stating they believe the patient to have an alternate diagnosis and it's appropriate for the patient to return to school.	1) May proceed with attending school as long as individual has no exposure to a positive case. OR 2) A known close contact (within 6 feet of a confirmed case for more than 15 minutes) must complete a 14-day <i>quarantine</i> , even if test results are negative for COVID-19.
Tested and Positive	Must remain home in <i>isolation</i> for at least 10 days from the date symptoms began AND individual is 24-hours fever free, symptoms have improved. (CDC does not recommend test-based strategy except in certain circumstances, including provider's advice and test availability.)	<i>Isolate</i> at home for 10 days from the day the test was taken. (CDC does not recommend test-based strategy except in certain circumstances, including provider's advice and test availability.) <i>*If the individual develops symptoms, then isolation time starts on day 1 of symptoms (see symptomatic tests positive.)</i>
Close Contact (within 6 feet for more than 15 minutes of someone with confirmed COVID-19)	N/A If an individual becomes symptomatic, refer to the symptomatic scenarios. The individual must <i>quarantine</i> for 14 days after contact with the COVID-19 Positive person even if the student has an alternate diagnosis for symptoms.	<i>Quarantine</i> for 14 days before returning to school. Must remain symptom-free. If individual develops symptoms, then refer to the symptomatic scenarios.

Note: QUARANTINE keeps someone who was in close contact with someone who has COVID-19 away from others.
ISOLATION keeps someone who is sick or tested positive for COVID-19 without symptoms away from others, even in their own home.

Updated: 8/7/20



https://www.coronavirus.in.gov/files/20_Parent%20screening%208-5-20.pdf

SECTION 2: PREVENTATIVE STEPS TO REDUCE TRANSMISSION RISK IN THE BUILDING

MASKS AND OTHER PPE

Masks are a proven deterrent to the spread of airborne illnesses; however, they negatively impact communication and socialization. Acacia's intention is to minimize the usage of masks in classrooms and while together in cohorts. Because Acacia is a small school, we believe the risk of minimizing masks is worth the significant reward of optimizing the educational environment. There will be situations and transitions where masks are prudent within the building; therefore, students should be prepared with masks and proper usage techniques. Staff members will direct students as to when it is appropriate to wear masks (i.e. entering the building, going to the restroom, severe weather alarms, etc.). Parents may direct their own students to wear masks more frequently if desired.

All employees, students, and families should plan to bring their own masks every day and to keep them clean. A few extra masks will be available in the school office for those who have forgotten them. Cloth masks or surgical masks are sufficient to meet this requirement (surgical masks are preferred), and additional personal protective equipment (PPE) is allowed for any student. Masks should go home every night to be cleaned or replaced.

All school visitors are asked to check in at the office. Visitors will need to follow all building procedures including screening and wearing a mask.

PHYSICAL DISTANCING AT SCHOOL

Even though Acacia has the significant advantage of being a small school, we will make a number of adaptations to provide an environment where students, faculty and staff are able and encouraged to maintain appropriate physical distance from one another throughout the course of the school day. It should be noted that we cannot guarantee that 6 feet of distance from others will always be able to be maintained within our building. Current scientific guidance gives us confidence that when we put into place all of the rest of these procedures such as staying home when sick or exposed, personal PPE, and regular hygiene practices, this will provide sufficient risk mitigation for our population within our building, even if students are sometimes closer together than 6 feet. Still, we will take a number of steps for physical distancing of students, faculty, and staff, including:

- Classroom spacing and arrangement of desks for maximum distance
- Assigned seating in the classroom
- Adapting activities and locations for courses such as music, art, and brain train, to maximize distance and avoid activities which have shown greater risk of virus transmission
- Reducing and eliminating shared classroom materials whenever possible
- During Chapel, students will be given assigned seats with spacing. Parents will be encouraged to observe distancing.
- Because sunlight, heat, and wind disperse and kill the virus, outdoor space utilization will be encouraged for various classes and activities as weather allows.
- Recess will be conducted outside as much as possible with consistent cohorts. Physical contact will be discouraged.
- End of day dismissal will be from classrooms instead of main hallway. Parents should remain in vehicles whenever possible.
- Until further notice, after school PE will be replaced with small cohort gatherings by age.
- Class fieldtrips will be restricted to environments that are outdoors and have insulation from other groups.

PERSONAL HYGIENE

Students, faculty, and staff at Acacia will receive regular education and instruction in personal hygiene procedures which are shown to reduce the risk of virus transmission. These include:

- Frequent handwashing with soap (no-touch dispenser) and water for at least 20 seconds as often as possible. Handwashing is considered superior to hand sanitizing for cleanliness, illness prevention, and side-effects.
- Handwashing when entering the school and during most transitions.
- Hand sanitizing – Acacia will provide additional sanitizing stations in common areas, and students are encouraged to carry and use their own hand sanitizer throughout the day. An ethyl alcohol (ethanol) antiseptic topical solution with >60% concentration is recommended. Avoid methyl alcohol/methanol.
- Avoiding handshakes, high fives, hugs and touching one's face

CLEANING PROCEDURES

Our facilities staff will be implementing regular cleaning and sanitizing procedures throughout the building, which are much more intensive than normal. In addition, faculty and staff will observe protocols for cleaning each classroom and meeting room after use, before the next group enters. Common contact surfaces will be sanitized with spray/wipes (initial cleaner: Benefect Botanical Decon 30 Disinfectant Cleaner) before each use. Any student cleaning should be adult supervised and utilize gloves when appropriate. Restrooms should be disinfected at least daily. Masks should be worn.

Recognizing COVID-19 is primarily transmitted by airborne particles, Acacia will be adding air filtration equipment to each classroom.



FOOD AND NUTRITION

Serving and consuming food and beverages presents challenges in our current environment. Changes to these procedures will include the following:

- Water fountains will be accessible for bottle-filling only. Students will continue to be encouraged to bring their own reusable water containers and rely on them throughout the school days.
- The school lunch eating location will be moved to the gym to accommodate more tables with greater distance between students. Seating will be by class and/or family (cohort).
- School lunches will be prepared by screened volunteers or commercial supplier, and will be delivered to each student at his/her table. Trash and flatware will be handled by an adult with PPE.
- When bringing lunch from home, students should bring their own eating utensils. Trash will be handled by an adult with PPE.
- No shared treats will be permitted.

SECTION 3: WHEN THERE IS A POSITIVE CASE OF COVID-19 IN THE COMMUNITY

If a student, or a member of the student's household, is confirmed positive for COVID-19, we ask that the family inform the school immediately. We should all be prepared, mentally and with procedures, for this likelihood.

COOPERATION WITH LOCAL HEALTH OFFICIALS

According to public health guidance, upon learning of a positive case of COVID-19 in our community, the school must provide notification to the Howard County Public Health Department. We will provide this notification, and expect to remain in communication with these officials about their procedures and guidance as we care for our students and families.

CONTACT TRACING

We expect that local health officials will carry out their own contact tracing procedures. And, it will also be possible and helpful for the school to carry out its own procedures as well. If a student, employee, or other person who has been in the building tests positive for COVID-19:

- School staff will conduct a brief "case investigation" interview to help determine close contacts among the school community.
- The student or community member's close groupings will be considered, such as family, classroom seating arrangements, etc.
- Families of students who have been in close contact with the COVID-19 positive individual, will be contacted by the school, and asked to self-monitor and follow CDC guidelines. This may include a requirement to stay home from school for a period of time.
- According to the Indiana State Department of Health, if an individual in one's home has COVID-19, those in the household who have been in contact with the individual two days prior to symptoms should also stay home for a minimum of **14** days.

COMMUNICATION AND PRIVACY

In the case of a member of our community testing positive for COVID-19, we will need to depend on the specifics of the situation to guide what communication is necessary with the broader school community. Privacy considerations, as well as the health safety of the entire school community, will always be respected. Depending on the situation, we may need to inform the entire community that there has been a positive case, but we also may not. We will make these decisions in consultation with local health officials.



SCHOOL CLOSURE

Again, depending upon the situation, upon learning of a positive COVID-19 case, it may be necessary to temporarily close the school for cleaning. In addition, we will closely monitor community transmission rates, our own school absentee rate, and the guidance of local health officials, in making these decisions. In decisions of school closing, we will communicate the need to the school community, and provide a home learning platform for continuous learning for all students during the closure. As a small, private school, we should be able to work cooperatively to minimize the exposure, spread, and impact of COVID-19 to our school. The optimal education of our children will be well worth the challenge.

SECTION 4: THE MOST IMPORTANT PART

Healthy choices, routines, and habits begin at home. A healthy body is the greatest defense against virtually any illness. Instructing our children to care for their God-given vessels can reap a lifetime of benefits.

Key topics:

- Hygiene
 - Washing hands with soap and water
 - Before eating
 - During transitions
 - After touching shared items
 - Bathing regularly and thoroughly
 - Hands away from face
 - Brushing teeth
 - Clean environment reduces exposure to bacteria and viruses
 - Bedrooms and bed coverings
 - Bathrooms
 - Kitchens and dining spaces
 - Living spaces
 - Clothing
 - Lunch containers
- Nutrition
 - Consume Natural foods
 - Fruits
 - Vegetables
 - Proteins
 - Grains
 - Limit/Avoid Processed foods
 - Sugar weakens the immune system
 - Salt raises blood pressure and increases the risk of heart attacks, strokes, dementia, and kidney disease
 - Unhealthy saturated and trans fats increase risk of obesity and heart disease
- Physical exercise (from health.gov)
 - Benefits of Physical Activity for Youth
 - Improved bone health
 - Improved weight status
 - Improved cardiorespiratory and muscular fitness
 - Improved cardiometabolic health
 - Improved cognition
 - Reduced risk of depression
 - Recommendations for exercise
 - Children and adolescents ages 6 through 17 years should do 60 minutes or more of moderate-to-vigorous physical activity daily including aerobic, muscle-strengthening, and bone-strengthening.



- Sleep and routines (per CDC)
 - Children aged 6-12 need 9-12 hours of sleep per night
 - Prevent
 - Type 2 diabetes
 - Obesity
 - Poor mental health
 - Injuries
 - Attention or behavior problems
 - Routines
 - Set bed and wake-up times at the same time each day
 - Keep the bedroom quiet and a comfortable temperature
 - Remove electronic devices from the bedroom
 - Avoid large meals and caffeine before bedtime
 - Make sure kids are active during the day so they can fall asleep at night
 - Model good sleep behaviors for kids
 - Have a bedtime routine like taking a warm bath, brushing teeth, and reading a bedtime story
 - Turn the lights out at bedtime
- Ounce of prevention
 - Consider supplementing your diet with extra vitamin C and Zinc as these have proven to bolster the immune system against viruses.

Appendix: Daily Checklist

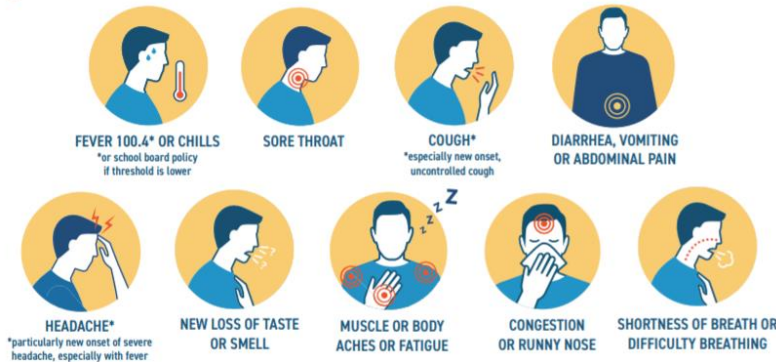
- Pray, Encourage, Fear not, ...teach “what can we do to keep someone safe”
- Screen for symptoms and exposure
- Pack a mask
- Communicate
- Rejoice! Restore.

COVID-19 Screening for Parents

Every morning before you send your child to school please check the following:

- 1 Your student does **NOT** have a fever greater than 100.4 degrees (may be lower based on your school’s policy) **OR** lower if your child is not feeling well.

Other signs of illness such as:



- 2 Were you in close contact (within 6 feet for more than 15 minutes) with anyone confirmed with COVID-19 within the last two weeks?
- 3 If the answer is **YES** to any of the questions, **DO NOT** send your student to school. Instead, begin isolation of your child and contact your healthcare provider. Strongly consider COVID-19 testing.

➔ If you have trouble breathing, chest pain, new confusion, inability to wake or stay awake or bluish lips or face CALL 911!

Updated: 8/7/20



Appendix: Mask Guidelines

GENERAL CONSIDERATIONS FOR THE USE OF CLOTH FACE COVERINGS

When using a cloth face covering, make sure:

- The mouth and nose are fully covered
- The covering fits snugly against the sides of the face so there are no gaps
- You do not have any difficulty breathing while wearing the cloth face covering
- The cloth face covering can be tied or otherwise secured to prevent slipping
- Avoid touching your face as much as possible. Keep the covering clean. Clean hands with soap and water or alcohol-based hand sanitizer immediately, before putting on, after touching or adjusting, and after removing the cloth face covering.
- Don't share it with anyone else unless it's washed and dried first. You should be the only person handling your covering. (Treat it like a dirty tissue)
- Laundry instructions will depend on the cloth used to make the face covering. In general, cloth face coverings should be washed regularly (e.g., daily and whenever soiled) using water and a mild detergent, dried completely in a hot dryer, and stored in a clean container or bag.

RECOMMENDATIONS WITH FACE MASKS

- Mark the outside of the mask with your name in some way so you can easily identify which side is the outside of the mask, and handle it accordingly.
- Keep a bag handy for storing the mask every time you take it off. Always store a mask in a clean place. Never store it in a purse or pocket.
- Refrain from touching the outside of your mask while it is on your face.
- Refrain from pulling your mask below your chin while you are wearing it. Leaving the mask dangling or improperly fitted to your face creates opportunities for cross-contamination.
- Refrain from touching other people's masks.

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